



LEVEE SUBCOMMITTEE

REGULAR MEETING

CITY OF FOSTER CITY

PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20, THE MEETING WILL BE HELD BY TELECONFERENCE AND/OR VIDEO CONFERENCE ONLY BY WATCHING THE MEETING AT <https://us02web.zoom.us/j/81576894842> OR DIAL 1 (408) 638 0968. WEBINAR ID: 815 7689 4842. THE PUBLIC MAY PARTICIPATE BY SUBMITTING COMMENTS ON ANY AGENDA ITEM VIA EMAIL PRIOR TO OR DURING THE MEETING BY SENDING THOSE COMMENTS TO: PUBLICWORKS@FOSTERCITY.ORG

TELECONFERENCE PARTICIPANTS

LEVEE SUBCOMMITTEE MEMBERS RICHA AWASTHI AND JON FROOMIN WILL PARTICIPATE BY TELECONFERENCE PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-25-20

PURSUANT TO RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES SHALL BE BY ROLL CALL DUE TO COMMITTEE MEMBERS RITCHA AWASTHI AND JON FROOMIN PARTICIPATING BY TELECONFERENCE

ANY REQUEST FOR REASONABLE ACCOMMODATION SHOULD BE SENT TO PUBLICWORKS@FOSTERCITY.ORG OR (650) 286-3270.

**LEEVE SUBCOMMITTEE MEETING
AGENDA
Friday, November 6, 2020
2:00 PM**

I. Call to Order

II. Roll Call

Council Liaisons

Richa Awasthi	Councilmember
Jon Froomin	Councilmember

Staff Members

Dante Hall	Interim City Manager
Norm Dorais	Chairman, Public Works Director / City Engineer
Julie Paping	Recording Secretary
Laura Galli	Engineering Manager

III. Introductions

IV. Public

This portion of the meeting is reserved for persons wishing to address the Committee on any City matter not on the agenda. The period for public comment at this point in the agenda is limited to a maximum of 3 minutes per speaker. ***Speakers may join the Zoom meeting via the meeting link and using the “raise hand” feature and the Zoom host will call on people. For those on the phone, please use *9.***

V. Approval of September 22, 2020 Meeting Minutes (Annotated Agenda) (Action)

VI. Reports

a. None

VII. Old Business

a. Project Update

- i. Work to date
- ii. Construction Contractor Requests
- iii. Update on Change Orders
- iv. Planned work for next month

b. Communication Project Tracker – through 10/23/20

c. Bond Update

- i. No Draw in October
- ii. Bond Oversight Committee Meeting Update - Minutes attached

VIII. New Business

- a. Levee Update Report for 11/16/20 City Council Meeting

IX. Communications/Committee Member Comments

- a. Discussion

X. Good of the Order

XI. Adjournment

Any attendee wishing special accommodations at the meeting should contact the Foster City Public Work's Department at (650) 286-3270 at least 48 hours in advance of the meeting.

Any written comments or documents provided to a majority of the Subcommittee regarding any item on this agenda after the agenda packet was distributed will be made part of the written record, but will not be read verbally at the meeting. Written public comments will be posted to the City's website for review prior to the meeting.

Item VII.a. – Project Update



MONTHLY CONSTRUCTION MANAGER'S REPORT



Foster City Levee Improvements Project
City Project No. CIP 301-657



LEVEE IMPROVEMENTS PROJECT

Contractor:	Shimmick Construction Co	Report Period: October 1-31, 2020
CM:	Tanner Pacific, Inc.	
Designer:	Schaaf & Wheeler	

Contract/Schedule Update					
Original Contract Duration (Calendar Days):	1200	Additional Days Granted:	0	Calendar Days Remaining:	1167
Days Elapsed:	33	% Elapsed:	2.8%		
Notice To Proceed:	9/28/2020	Substantial Completion Date:	10/2/2023	Final Completion Date:	1/10/2024
Cost Management Update					
Original Contract Value:	\$60,218,000.00	Approved CCOs:	\$0	Revised Contract Value:	\$60,218,000.00
Contingency:	\$9,000,000.00	Remaining Contingency:	\$9,000,000.00	% Contingency Used:	0%
Costs Billed to Date:	\$2,565,000.00	% of Contract Billed to Date:	4%		



Work Summary

Recently Completed:

- *Continued mobilization, clearing and preparation of Sea Cloud Park for staging*
- *Site preparation mobilization of site office trailers*
- *Initial project submittals*
- *Initial trail closure from ~STA 202+00 (Shorebird Park) to STA 342+91*
- *Arrival of sheet piles to Sea Cloud Park staging area*

Upcoming:

- *Continued submittals*
- *Outfitting & utility connections to main site offices in Bridgeview Park area*
- *Continued import of sheet piles and import material to Sea Cloud Park staging area*
- *Clearing & grubbing within limits of work from STAs 202+00 - 342+91*
- *Hybrid sheet pile floodwall construction beginning at STA 342+90*



MONTHLY CONSTRUCTION MANAGER'S REPORT



Monthly Progress Photos



SWPPP measure installation at Sea Cloud Park Staging Area



Construction entrance installation at Sea Cloud Park Staging Area



Installation of site office trailers near Bridgeview Park



Installation of trail closure fencing near the O'Neill Slough

Item VII.b. – Communication Project Tracker

LEVEE IMPROVEMENTS PROJECT

TIMELINE	PLATFORM	MESSAGE	NOTES
7/21/2020	Press release	Award of contract + start of construction	
7/21/2020	Agenda List serv	Award of contract + start of construction	
7/21/2020	Weekly Update (e-newsletter)	Award of contract + start of construction	
7/21/2020	Facebook, Twitter, Nextdoor	Award of contract + start of construction	
8/12/2020	Communications and PE Subcommittee Meeting	Briefed subcommittee on outreach plan	
8/21/2020	FAQs added to the website		
Week of 8/31	Recology Mailer	Construction coming soon	Mailed to all Recology households
9/10/2020	Press release	Construction coming soon, contractor setting up, FAQ, Subscribe	
9/10/2020	Facebook, Twitter, Nextdoor	Construction coming soon, contractor setting up, FAQ, Subscribe	
9/10/2020	Weekly Update (e-newsletter)	Construction coming soon, contractor setting up, FAQ, Subscribe	
Week of 9/14	City-wide Mailer (Postcard 1)	Construction coming soon + how to get more info	Mailed to all FC households, businesses, property owners
9/14/2020	Instagram	Construction coming soon, contractor setting up, FAQ, Subscribe	
9/15/2020	Facebook	P&R Shared City Post	
9/16/2020	Website	Renderings uploaded	
9/16/2020	Islander	9/10 Press release language	
9/17/2020	Nextdoor	Posted reply to Nextdoor stream	
9/18/2020	The Bulletin	Start of construction; where staff can get more info	Internal CM update to all city staff
9/22/2020	Levee Subcommittee	Briefed subcommittee on outreach plan, in addition to construction updates and progress.	In attendance: RA, JF, ND, DH, LG, PS, HT
9/23/2020	City Council	A project update, internal talking points, and the FAQs were sent to the City Council and all Department heads.	
9/23/2020	Facebook	Reminder about where to find accurate and up-to-date information; push to subscribe	
9/24/2020	Press release	Bridgeview Park closure & detour	
9/24/2020	Weekly Update (e-newsletter)	Bridgeview Park closure & detour	
9/24/2020	Nextdoor	Bridgeview Park closure & detour	
9/25/2020	Facebook / Twitter / Instagram	Bridgeview Park closure & detour	
9/25/2020	Public noticing	Bridgeview Park closure & detour	-Posted the flyers at 19 locations throughout the park in/on the bathroom building and on various signs -Door notices at: 601 & 600 Teal St. 1905, 1911, 1915, 1921, 1925, 1897, 1897A, 1893, 1889, 1885, 1879 Beach Park Blvd.
9/25/2020	Marquee	Construction starting soon; where to get more info	
9/25/2020	FCTV Slide	Construction starting soon; where to get more info	
9/25/2020	Construction Update Email	Bridgeview Park closure & detour	
9/28/2020	Council Meeting	Levee Subcommittee gave update to community on project	
9/29/2020	Facebook / Twitter	Reminder about Bridgeview Park closure	
9/29/2020	Website	Update to website to make subscribe button more prominent + notified council of changes	
9/30/2020	Islander	Press release on: Bridgeview Park closure & detour	
10/1/2020	In-person meeting with AYSO	Discuss Sea Cloud Park	
10/1/2020	Weekly Update (e-newsletter)	Notice regarding construction starting 10/28	
10/2/2020	Construction Update Email	Notice regarding construction starting 10/28	
10/2/2020	Facebook / Twitter	Notice regarding construction starting 10/28	
10/5/2020	Council Meeting	Norm gave monthly Levee Project Update	
10/7/2020	AYSO / Sports Groups	Email sent to contacts: construction start date + Sea Cloud Park dirt haul	
10/8/2020	Press release	Construction start date + Sea Cloud Park dirt haul	

10/8/2020	Facebook / Twitter	Construction start date + Sea Cloud Park dirt haul	
10/8/2020	Weekly Update (e-newsletter)	Construction start date + Sea Cloud Park dirt haul	
10/8/2020	Construction Update Email	Construction start date + Sea Cloud Park dirt haul	
10/9/2020	Nextdoor	Construction start date + Sea Cloud Park dirt haul	
10/13/2020	Take-one Boxes	Take-one boxes were installed were installed along the Levee Trail	
10/14/2020	Islander	Construction start date + Sea Cloud Park dirt haul	
10/14/2020	Groundbreaking Event	Ceremony held at Shorebird Park	
10/14/2020	Press release	Groundbreaking ceremony + reminder about start of construction	
10/14/2020	Facebook / Twitter / Nextdoor	Groundbreaking ceremony + reminder about start of construction	
10/15/2020	Weekly Update (e-newsletter)	Groundbreaking ceremony + reminder about start of construction	
10/16/2020	Construction Update Email	Groundbreaking ceremony + reminder about start of construction	
10/16/2020	City Council Communications	Dante gave Council a heads-up on dissemination of second mailer (postcard 2)	
10/16/2020 - week of 10/19	City-wide Mailer (Postcard 2)	Construction coming soon + how to get more info	Audience: homes along the project corridor
10/19/2020	City Council Meeting	Groundbreaking video was played at meeting.	
10/21/2020	Islander	Groundbreaking press release	
10/21/2020	Facebook / Twitter / Instagram	Shared the groundbreaking video	
10/22/2020	Weekly Update (e-newsletter)	Shared groundbreaking video, start of construction, and detour map	
10/22/2020	Website - Detour Map	Detour map finalized and uploaded to website	
10/23/2020	Construction Update Email	Shared groundbreaking video, start of construction, and detour map	
10/23/2020	Website - Detour Map	Detour map UPDATED + revision sent out	
10/24/2020	San Mateo Daily Journal	Article: "Foster City breaks ground on levee"	
10/27/2020	Facebook / Twitter / Instagram	Reminder about start of construction	
10/28/2020	Islander	Op-ed from Catherine: Reminder about start of construction; ask of residents to be patient during construction	
10/29/2020	Weekly Update (e-newsletter)	Reminder about construction, detour map, where to find more info	
10/30/2020	Construction Update Email	Reminder that construction is in progress, detour map, dirt hauling, where to find more info	

Item VII.c. – Bond Update

**LEEVE BOND OVERSIGHT COMMITTEE MEETING
MINUTES
Wednesday, October 28, 2020
3:00 PM**

I. Call to Order

The regular meeting of the Levee Bond Oversight Committee was called to order on Wednesday, October 28, 2020 at 3:03 p.m. via Zoom.

II. Roll Call

Committee Members

Bob Fitzgerald	Committee Chair
Al DeGroot	Committee Member
Krista Dixon	Committee Member
Qing Liu	Committee Member
Bob Tessler	Committee Member

Staff Members

Dante Hall	Interim City Manager
Edmund Suen	Finance Director
Norm Dorais	Public Works Director / City Engineer
Julie Paping	Recording Secretary
Laura Galli	Engineering Manager
Kai Ruess	Senior Deputy City Attorney
Fiti Rusli	Assistant Finance Director

III. Introductions

Committee Members and members of staff introduced themselves.

IV. Public

None

V. Approval of Meeting Minutes

None

VI. Reports

None

VII. Old Business

None

VIII. New Business

a. Discussion of Committee Function

Interim City Manager Dante Hall and Senior Deputy City Attorney Kai Ruess provided a brief overview of the Levee Bond Oversight Committee bylaws.

Chair Bob Fitzgerald called for nominations for the Committee's Vice Chair. Committee Member Al DeGroot nominated Committee Member Krista Dixon to serve as Vice Chair. No other nominations were made. Committee Member Dixon was approved as Vice Chair by roll call vote 4-0-1, with Committee Member Dixon abstaining.

IX. Communications/Committee Member Comments

a. E-mail and Memo dated 9/24/20

i. Response E-mail dated 10/1/20

b. E-mail and Memo dated 10/4/20

i. Response E-mail dated 10/12/20

c. E-mail dated 10/12/20

d. E-mail and Memo dated 10/14/20

Public Works Director Norm Dorais provided an overview of communications and committee member comments received prior to the meeting. Questions and comments from committee members and responses from staff ensued.

The Committee discussed whether quarterly meetings would be sufficient. The Committee will proceed with quarterly meetings at this time, and staff will provide options should it be determined that additional meetings are necessary. Staff will continue to answer committee member questions and provide updates on billings and expenditures prior to the next meeting. The next Levee Bond Oversight Committee meeting was tentatively scheduled for January 27, 2021 at 3:00 p.m. via Zoom.

X. Good of the Order

None

XI. Adjournment

Hearing no objection from the Members, Chair Bob Fitzgerald adjourned the meeting. Meeting adjourned at 3:58 p.m.

Any attendee wishing special accommodations at the meeting should contact the Foster City Public Work's Department at (650) 286-3270 at least 48 hours in advance of the meeting.

Any written comments or documents provided to a majority of the Subcommittee regarding any item on this agenda after the agenda packet was distributed will be made part of the written record, but will not be read verbally at the meeting. Written public comments will be posted to the City's website for review prior to the meeting.